

UNITED STATES DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE
WASHINGTON, DC

<h1 style="margin: 0;">FSIS NOTICE</h1>	79-06	11/21/06
---	-------	----------

**CLARIFICATION REGARDING APPROPRIATE USE OF THE CONTENT OF FSIS
WORKFORCE TRAINING MATERIALS IN RELATION TO POLICY AND
VALIDATION**

I. PURPOSE

This notice clarifies the appropriate use of FSIS workforce training material.

II. BACKGROUND

The content of training illustrates and supports FSIS policies. Official FSIS policies are in current FSIS Directives and Notices. Training materials provide practical examples of how to apply policies and to perform procedures in a variety of settings. When possible, training materials reference the applicable Agency policies, demonstrating that the training is consistent with official policy and Agency direction.

III. APPROPRIATE USE OF TRAINING MATERIAL

FSIS encourages Inspectors-in-Charge, Supervisory Public Health Veterinarians, and Front-line Supervisors to use training materials as sources when discussing verification issues at unit meetings. Also, they should refer to training materials whenever they believe it will help them in making decisions and in problem solving.

IV. INAPPROPRIATE USE OF TRAINING MATERIAL

Although some FSIS workforce training may include references to scientific documents or studies, FSIS inspection program personnel should be aware that Agency training materials are not sufficient, nor are they appropriate, for use by establishments as validation or support for their food safety systems. Additionally, Agency personnel should not use the content of training materials as a means to support any regulatory enforcement documentation, nor as the basis for taking any regulatory actions. The purpose of including scientific information in workforce training materials is to assist in the education and training of the workforce.

DISTRIBUTION: Inspection Offices; T/A Inspectors; TSC; Import Offices	NOTICE EXPIRES: 12/1/07	OPI: OPPED
--	--------------------------------	-------------------

Therefore, inspection program personnel are not to recommend to establishment personnel that they incorporate the content of FSIS training materials into the establishment's written programs or plans because the emphasis of the training is on Agency responsibilities and procedures. However, an establishment may decide to use the scientific documents or studies referenced in workforce training as a source for food safety system validation support, should the documents or studies apply as described in 9 CFR part 417.4.

For questions about Agency policy or access to validation support, contact the Technical Service Center at 1-800-233-3935 or email techcenter@fsis.usda.gov. For questions about FSIS workforce training, contact the Center for Learning at 1-800- 336-3747 or email CFL@fsis.usda.gov.

A handwritten signature in black ink, appearing to read "Shirley S. Duffin", is positioned above the typed name and title.

Assistant Administrator
Office of Policy, Program, and Employee Development